

**Virginia Board of Psychology  
Board Meeting  
Draft Minutes  
October 6, 2009**

- TIME AND PLACE:** The meeting was called to order at 10:10 a.m. on October 6, 2009, in Training Room 2 of the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia.
- PRESIDING:** Desideria Hacker, Ph.D., Chair
- MEMBERS PRESENT:** Ann Tolbert Benson, Ed.S.  
Jeffrey L. Clark, Ph.D.  
Robert Falk, Ph.D.  
Desideria S. Hacker, Ph.D.  
Nadia Kuley, Ph.D.  
Herbert L. Stewart, Ph.D.  
Michael L. Stutts, Ph.D.
- MEMBERS ABSENT:** Krishna Leyva  
Sonia Price, Esq.
- STAFF PRESENT:** Sandra Ryals, Director, Department of Health Professions  
Evelyn B. Brown, Executive Director  
Howard Casway, Esq., Sr. Assistant Attorney General  
Elaine Yeatts, DHP Senior Policy Analyst  
Patricia Larimer, Deputy Executive Director  
Diana Pollick, Operations & Compliance Manager
- ORDERING OF AGENDA:** Elaine Yeatts requested that the Regulatory Committee report be moved to accommodate her required presence at another Board meeting. The request was approved.
- PUBLIC COMMENT:** Jennifer Morgan, VPA/VACP announced that the APA Conversation Hour with the Board of Psychology would be held on Thursday, October 22, 2009 at 4:00 p.m. at the Richmond Sheraton. A reception will follow from 5:30 p.m. to 6:30 p.m. Ms. Brown announced that she and Ms. Larimer would be in attendance.
- APPROVAL OF MINUTES:** A motion was made by Dr. Clark and seconded by Ms. Leyva to approve the January 13, 2009 minutes with noted corrections. The motion passed unanimously.

**DIRECTOR'S REPORT:**

**SANDRA RYALS:** Ms. Ryals provided the following updates:

- Key Performance Measures: Ms. Ryals presented the most recent information from the fourth quarter of 2009 which reflected the last two quarters performance for the agency as meeting the 90% goal. The Board of Psychology is consistently meeting, or surpassing, the goal. The processing of applications within 30 days is at 100% and customer survey satisfaction rates are at 96.7%.
- The projected reduction in renewal fees is being re-evaluated and an update will be reported at the February 2010 meeting.
- Joint Commission on Healthcare: HB 2405 became a Governor's Bill which authorized the collection of data and research with for the purpose of tracking shortages of healthcare professionals, particularly in remote areas, and a less restrictive use of contact lists for emergency services. A report of the study will soon be available to the public. Improvement of the data collection process is a primary focus of the Committee. The first goal is to complete the data collection for physicians and nurses and then it will be expanded to include physician's assistants and nurse practitioners. Beyond that a workgroup will be assigned data collection for clinical psychologists and a report is expected to be available in 2011.

**EXECUTIVE  
DIRECTOR'S  
REPORT:**

**EVELYN BROWN:** Ms. Brown reported the following:

- The administrative assistant position for the Board of psychology is still being advertised. State employees who have been, or will be, laid off receive a yellow or blue card have a priority rating and must be interviewed. Interviews will take place on October 8 & 9, 2009.
- The Certified Sex Offender Treatment Provider Regulations went into effect on July 8, 2009 and the Psychology Regulations eliminating Board approved continuing education providers went into effect on September 2, 2009. Current Board approved providers will have Board approval until June 30, 2010. All Board approved providers have been notified that they must seek approval from one of the approved providers listed in the regulations if they wish to continue to provide continued education.
- the Professional Exam Service has issued a notice that they will be using fewer questions on the EPPP exam but the validity of the exam will remain the same.

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- The Association of State and Provincial Psychology Boards has issued a survey regarding the topic of “post-doc residency hours”. A response is due by October 16, 2009, which Ms. Brown will submit.
- Ms. Brown shared concerns about complaints being received by Board staff regarding the completion of the Coursework Outline form now required as part of a complete application. Applicants feel that the information requested is a duplication of information on their official transcripts. Discussion followed. It was the consensus of the Board that the Coursework Outline form should remain and be made a “required” form that must be submitted with a complete application. It was recommended that a Guidance Document be developed and that a statement should be added to the Coursework Outline form emphasizing that this is a “required” form.

A second concern Ms. Brown shared was that applicants are stating that waiting for an official transcript to be received by the Board is depriving them the opportunity to begin their residency in a timely fashion. Discussion followed. Dr. Stewart made a motion to draft a Guidance Document stating that the effective “start date” of the registered and approved residency will be the date the “Registration of Residency” was received in the Board office accompanied by either an official transcript showing that the doctorate has been awarded or a letter from the college or university academic dean, on letterhead, with an original signature, stating that the applicant had completed all requirements for the doctorate and the date when the degree will be awarded.

**ADOPTION OF  
EXEMPT  
REGULATIONS  
& REGULATORY  
COMMITTEE  
REPORT:**

**ELAINE YEATTS:** Ms. Yeatts reported the following:

- Chapter 85 allows for the electronic submission of applications which will soon be implemented by the Department of Health Professions. Regulation 18VAC125-20-41(A)(2) states that a completed application must be received with all documents in one package. Ms. Yeatts advised that the language in the current regulations will need to be amended to reflect the acceptance of the electronic application and that all documents will not need to be submitted in one package. Dr. Clark so moved. Dr. Falk seconded the motion which passed unanimously.

- Ms. Yeatts presented the recommendations of the Regulatory Committee resulting from the periodic review done on September 18, 2009. Dr. Clark made a motion to accept the recommendation of the Regulatory Committee to repeal those Guidance Documents that are no longer effective or have been included in regulatory language. Dr. Stewart seconded the motion which passed unanimously. Dr. Clark also moved to accept the recommendation of the Regulatory Committee to revise Guidance Documents that are still pertinent but need new language. Ann Tolson-Benson seconded the motion which passed unanimously. Dr. Clark further moved to adopt Guidance Document 125-3.5 as reformatted in the recommendation of the Regulatory Committee. Dr. Stutts seconded the motion which passed unanimously.
- Ms. Yeatts presented the Response to Petition for Rulemaking submitted by Mary E. Olbrisch, Ph.D. which petitioned the Board to allow residents to count the hours of experience obtained while securing necessary documentation for the application and awaiting Board approval. Dr. Clark made a motion to deny the Petition for Rulemaking. Dr. Falk seconded the motion which passed unanimously.
- Ms. Yeatts presented the Regulatory Committee's recommended revisions of the Regulations that Govern the Practice of Psychology regarding the inclusion of "pre-internship practicum training to satisfy a portion of the postdoctoral requirement". Other changes will involve definitions, fees, requirements for licensure by examination and endorsement, supervised experience, annual renewal, school psychologists and Standards of Practice. Dr. Stutts made a motion to accept the recommendations of the Regulatory Committee and that a NOIRA be published for public comment. Dr. Clark seconded the motion which passed unanimously.

**COMMITTEE REPORTS:****Board of Health Professions – Michael Stutts, Ph.D.**

Dr. Stutts reported that there is an ongoing review of emerging health professions desiring licensure status and the development of regulations.

**Continuing Education Committee – Desideria Hacker, Ph.D.**

October 9, 2009 was the deadline to have all submissions received by the Board. Twenty four licensees were audited and twenty were in compliance. The remaining four will be reviewed to determine what disciplinary action will be taken.

**Discipline Committee – Ann Benson:**

Dr. Benson reported that there 4 Informal Conferences have been held since the last Board meeting, 8 complaints are at the investigation stage, 4 cases are at Board level and two Formal Conferences need to be rescheduled. Ms. Larimer stated the available dates at present are January 12 and January 19, 2009. Ms. Larimer will confirm the date when feedback is received regarding Board members availability.

**OLD BUSINESS:****NONE****NEW BUSINESS:****2010 Meeting Dates:**

February 16, 2010

May 11, 2010

August 10, 2010

November 9, 2010

**ADJOURN:**

The meeting adjourned at 1:00 p.m.

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Desideria Hacker, Ph.D., Chair

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Evelyn B. Brown, Executive Director